



**CITY OF WHITE SALMON**  
**City Council Special Meeting – Wednesday, December 5, 2018**  
**DRAFT**

**Council and Administrative Personnel Present**

**Council Members:**

Jason Hartmann  
Donna Heimke  
Ashley Post

**Staff Present:**

Pat Munyan, City Administrator  
Jan Brending, Clerk Treasurer  
Ken Woodrich, City Attorney  
David Poucher, Mayor

**1. Call to Order**

Mayor Poucher called the meeting to order at 6 p.m. There were approximately 8 people present.

**2. Roll Call**

Jason Hartmann moved, Donna Heimke seconded.

Motion to excuse Marla Keethler and Amy Whiteman. *CARRIED.*

**3. Comments – Public and Council**

**Kevin Greenwood, Port of Hood River** completed the Mayor on his background and experience that come through at the first EIS meeting for the bridge replacement project. Greenwood invited the council to attend an open house to be held on December 10 from 6 to 8 p.m. at the Best Western in Hood River. Greenwood said the consultants hired to complete the EIS for the bridge will also do a revaluation of the prior work that was done. There is an interest from the Federal Highway Administration (FHWA) in speeding up the process and may not require a full FEIS.

**Nathan Keeley, Riverwatch Drive, White Salmon** thanked the city for taking care of the spring water that was causing problems on Riverwatch Drive. He asked the council if it has any plans to finish the outside of city hall.

Pat Munyan replied staff is working on the specifications and the project will go out to bid in early spring of 2019.

**Ruth Olin, White Salmon** said she is interested in the proposed improvements on Jewett Blvd. but notice there were no images available.

Staff responded that the process is in the preliminary planning stages and there are no drawings or images at this time.

**4. Changes to the Agenda**

There were no changes to the agenda.

**5. White Salmon Aquifer Storage and Recovery (ASR) Project**

Tim Flynn with Aspect Consulting provided a review to the city council regarding the city's aquifer storage and recovery (ASR) project. He said the project was initiated in 2009 to address water supply. Flynn said the city hopes to begin implementation of the project in the first quarter of 2019. He said the goals of the project are to improvement water supply resiliency and well yields; augment supply to meet peak demand, and reduce demands on Buck Creek. Flynn said the initial operation of the project should meet 25% of the summer demand for water. He said future storage could be increased with the installation of booster pumps.

The council and staff discussed the ASR project with Tim Flynn.

**6. 2019 Budget**

Jan Brending, Clerk Treasurer reviewed the proposed 2019 budget. She said a number of hearings have been held on the budget throughout November and December.

Mayor Poucher opened the public hearing on the proposed 2019 budget.

There was no public comment.

Mayor Poucher closed the public hearing on the proposed 2019 budget.

Jason Hartmann suggested that the city might want to set aside funds for the deconstruction of the pool and or the old bus barn. He said he feels there was some discussion between the city and proponents for the pool regarding the city assisting financially.

Ashley Post said she agrees that there may be a common goal but thinks the entire cost should not be absorbed by the city. She said she does not want to discourage the park district from using the property the city owns. Post noted that it was the city that signed on to the agreement with the school district.

Staff and the city council discussed the issue.

Jan Brending noted that an appropriate time to discuss the issue would be after the first of the year and when the park district submits a proposal to the city.

Mayor Poucher said that he wrote a letter to the elected officials of the park district offering the services of the city's clerk treasurer and attorney at cost.

*Jason Hartmann moved, Donna Heimke seconded.*

*Motion to adopt Ordinance 2018-12-1030 Adopting the Budget for the Fiscal Year Ending December 31, 2019. CARRIED.*

**7. Proposed Ordinance 2018-12-1031, Amending WSMC 5.04 Business Licenses**

Jan Brending reviewed changes to the proposed ordinance based on input from Jason Hartmann and Ashley Post.

Mayor Poucher opened the public hearing regarding proposed ordinance 2018-12-1031 amending WSMC 5.04 Business Licenses.

There was no comment.

Mayor Poucher closed the public hearing.

**8. Proposed Resolution 2018-12-4766, Amending Travel Policy**

Jan Brending reviewed the proposed amendments to the city's travel policy. She said the main amendments address when meals are covered. She said due to IRS requirements overnight travel must be associated with meal reimbursement or it is considered a taxable benefit.

Mayor Poucher suggested adding language to the section regarding personal vehicles that exempts elected officials from those requirements.

*Donna Heimke moved, Ashley Post seconded.*

Motion to approve Resolution 2018-12-476 amending the travel policy with the amendment that elected officials are exempt from personal vehicle requirements. *CARRIED.*

**9. Jewett Blvd. Improvements – Request to Washington State Department of Transportation**

Pat Munyan, reviewed the suggested improvements to Jewett Blvd. as follows:

1. Create a roundabout at Garfield and Jewett Blvd. (Highway 141).
2. Lower the speed limit for 25 mph to 20 mph from Garfield to Grandview.
3. Lower the speed limit from the west city limits boundary to Garfield from 35 mph to 25 mph.
4. Narrow the travel lanes on Highway 141 from Garfield to the Mormon Church (where the "Loop Path" leaves the highway right-of-way) in order to widen the shoulder on the north bound lane and to widen the rumble strip from 6 inches back to 12 inches.
5. Install concrete bulb outs at Main and Jewett Blvd. (Highway 141) and Wauna and Jewett Blvd. (Highway 141) where there are currently temporary white flexible bollards in place.
6. Install crosswalk and bulb outs at Church and Jewett Blvd. (Highway 141).
7. Installation of two speed reader signs (one prior to the Garfield roundabout headed east bound and one at Grandview headed west bound).
8. Installation of pedestrian crossing signs and flashers at Main and Wauna.
9. Foursquare the crosswalk at Main and Jewett Blvd and Estes and Jewett Blvd.
10. Add "No U-Turn" signage in appropriate locations.

Ashley Post said she has two additional suggestions which include installing a crosswalk at Grandview and Jewett Blvd. connecting to the Fireman's Park and addressing the congestion at Estes and Jewett Blvd. with either a roundabout, 3-way stop sign or signal light.

Pat Munyan said he discussed both issues with Council Member Post. He said he thinks a crosswalk could be installed at Grandview using Fireman's Park and installing a curb and pathway that would link up to Grandview. He said he also agrees that there is a congestion issue at Estes and Jewett Blvd.

The council and staff discussed the proposed improvements to Jewett Blvd.

*Moved by Donna Heimke, seconded by Ashley Post.*

Motion to authorize the mayor to write a letter to Washington Department of Transportation requesting consideration of improvements to Jewett Blvd. with the 2020 paver on Highway 141 including a crosswalk at Grandview and Jewett and addressing the congestion at Estes and Jewett. **CARRIED.**

**10. Agreement – Transportation Improvement Board – FY 2020 Seal Coat Project, Multiple Locations, ProJet #2-E-936(006)-1**

Jan Brending reported that the Transportation Improvement Board (TIB) has awarded the city a grant for its seal coat project. She said the city was not successful on the Skagit Street reconstruction project. She said the streets included in the application include:

- Scenic from Snohomish to Skagit
- Hood from Wauna to Skagit
- Columbia from Snohomish to Skagit
- Academy from Wauna to Skagit
- Snohomish from Washington to Academy

*Moved by Ashley Post, seconded by Jason Hartmann.*

Motion to authorize the mayor to sign agreement with State of Wahsington Transportation Improvement Board (TIB) for FY2020 Seal Coat Project for grant funds in the amount of \$228,316.

**11. Interlocal Agreement for Law Enforcement Services for City of Bingen**

Jan Brending said that Mike Hepner asked her to present the items related to the police department as he is out of town. She said the interlocal agreement is the same as in previous years and establishes a contract price for 2019 at an increase of 2.9% over the 2018 rate. Brending said this is currently the proposed cost of living adjustment for employees and relates to the formula in the agreement. She noted that the City of Bingen has accepted the agreement.

*Moved by Jason Hartmann, seconded by Donna Heimke.*

Motion to approve Interlocal Agreement with the City of Bingen for Law Enforcement Services for the 2019 and 2020. **CARRIED.**

**12. Interlocal Agreement Between the City of Bingen and the City of White Salmon Establishing ERU Rate**

Jan Brending said the two cities pay the same amount per “equivalent residential unit” (ERU) to fund the operation and maintenance of the wastewater treatment plant owned by the City of Bingen. She said the agreement increases the rate by \$0.25 per ERU. Brending said the 2019 budget is based on the proposed rate. She noted the City of Bingen has accepted the proposed increase.

*Moved by Jason Hartmann, seconded by Donna Heimke.*

Motion to approve interlocal agreement with City of Bingen establishing ERU rate for 2019 at \$14.50. **CARRIED.**

**13. Interlocal Agreement Between the City of White Salmon and Klickitat County Providing for Incarceration Services**

Jan Brending said Mike Hepner briefed the city council at the last meeting that he was proposing to move jail services from Skamania County to Klickitat County. She said the proposed interlocal agreement provides for a flat fee of \$13,000 for 2019 which is based on the average of the last three years of costs. Brending said the interlocal agreement is good for one year.

*Moved by Ashley Post, seconded by Jason Hartmann.*

Motion to approve Interlocal Agreement with Klickitat County for Incarcerations Services for 2019 for the amount of \$13,00 per year plus any medical costs related to city inmates. **CARRIED.**

**14. Consent Agenda**

- a. Authorization for Mayor to Sign Public Safety Testing Subscription Agreement for One-Year
- b. Authorization for Mayor to Sign Pitney Bowes Lease Agreement for Five-Years
- c. Approval of Minutes – November 19, 2018
- d. Approval of Vouchers  
Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 5<sup>th</sup> day of December, 2018.

Type	Date	From	To	Amount
Claims	12/5/2018	34463	34500	143,090.69
			Claims Total	143,090.69
Payroll	11/20/2019	EFT	EFT	57,952.55
	12/5/2018	34439	34462	9,240.92
		EFT	EFT	93,625.11
			Payroll Total	160,818.58

Manual Claims	11/26/2018	34416	34416	33,457.51
			Manual Total	33,457.51
			Total All Vouchers	337,366.78

Donna Heimke moved, Jason Hartmann seconded.

*Motion to approve consent agenda. CARRIED.*

**15. Department Head and Committee Reports**

**Pat Munyan, City Administrator** said he is working on the scope of work for city hall. He said the work includes completing the exterior of the building, installing an emergency staircase from upstairs, and adding on to the building to provide for an archives room. He said that an operations and maintenance manual for the aquifer storage and recharge system will be developed to ensure that future employees know how to operate it. Munyan said that the two cities will need to address a new interlocal agreement regarding wastewater. He said he wants the agreement to address how much capacity the City of White Salmon has in the plant.

**Ken Woodrich, City Attorney** said he wants the city to know that it has excellent staff. He said he is glad the city hired Jan Brending.

It was noted there is a Budget Committee meeting on Monday, December 10 at 5:00 p.m. and a Tree Board meeting on Tuesday, December 11 at 5:00 p.m.

**16. Adjournment**

The meeting was adjourned at 8:04 p.m.

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David Poucher, Mayor

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Jan Brending, Clerk-Treasurer